



M E M O R A N D U M

**To:** Peter Schiller, Cluster Manager  
Job Service Field Office #1290

**Date:** May 16, 2008

**File No.:** 74:ra:52:Santa Rosa

**From:** Ernesto Magaña  
Employment Development Department

**Subject:** **MONITOR ADVOCATE OFFICE ON-SITE ANNUAL REVIEW  
PROGRAM YEAR 2007-2008  
SANTA ROSA JOB SERVICE FIELD OFFICE  
FINAL MONITORING REPORT**

This Final Monitoring Report summarizes the California Monitor Advocate Office's (MAO) results of the Migrant and Seasonal Farmworkers (MSFWs) on-site annual review of the Santa Rosa Job Service (JS) Field Office (FO). Ms. Rosemary Avila, Associate Monitor Advocate, conducted this annual review from April 28, 2008 through April 30, 2008. We focused our annual on-site review on the full range of employment services, benefits, and protections, including the full range of job and training referral services, counseling, and testing provided to MSFWs.

The MAO conducted this annual on-site review under the authority of all related Federal Regulation, including Title 20 of the Code of Federal Regulation (CFR), Chapter V, Parts 651, 653, and 658, applicable State laws, and Employment Development Department (EDD) JS policies and procedures. Specifically, Title 20 CFR, Part 653.108, requires the MAO to perform ongoing reviews of services provided by the EDD to MSFWs.

We collected information for this report by examining the Santa Rosa JS FO's provision of services, job information sharing, job application taking process, outreach program operation, data collection, agricultural clearance order activity, and JS complaint system. Additionally, we interviewed Santa Rosa JS FO's management and staff.

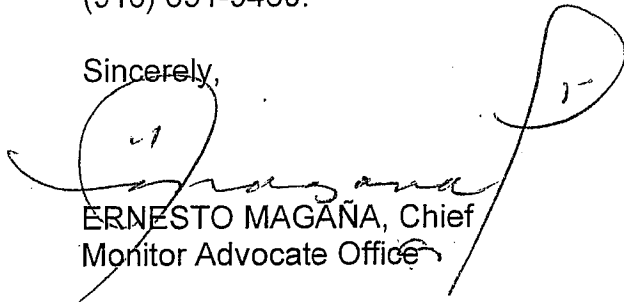
**RESULTS:**

There were no findings associated with this annual on-site review. Consequently, we are issuing this report as the final report.

Mr. Peter Schiller  
May 16, 2008  
Page two

Please extend our appreciation to your staff for their cooperation and assistance during our review. If you have any questions, please contact Ms. Rosemary Avila at (916) 651-9460.

Sincerely,



ERNESTO MAGAÑA, Chief  
Monitor Advocate Office

cc: Debbie Antonsen, Manager  
Diane Ferrari, Division Chief